



DEPARTMENT OF PLANNING AND BUILDING

TO: Board of Supervisors

FROM: Dana Lilley, Supervising Planner

VIA: Jason H Giffen, Director

DATE: February 13, 2013

SUBJECT: Transfer of Contingency Funds in FC 290 – Community Development

RECOMMENDATION

It is recommended that your Board approve a transfer \$28,894 from Contingencies (account 7000000) to Grants & Pass Thru Grants (account 5200095), both within Fund Center 290.

DISCUSSION

Background

In September 9, 2010 your Board approved a funding amount of \$118,720 for the Homeless Services Oversight Council Executive Director position. Funding was contributed by CDBG ARRA grant, Department of Social Services, cities, nonprofit groups and hospitals.

In December 31, 2011, the HSOC Executive Director resigned and there is a remaining balance held in the Contingencies account for Fund Center 290. These unspent "HSOC" funds consist of grants from local nonprofit groups, hospitals and cities. The CDBG and DSS funds have been spent.

In addition, the County budgeted \$3,750 in general fund support for use by Community Action Partnership of San Luis Obispo (CAPSLO) in fiscal year 2011-12 for a "safe parking" program for homeless persons at the Prado Homeless Day Center. This budgeted funding was not drawn down during fiscal year 2011-12, so it was transferred to the Contingencies account for Fund Center 290.

At year-end FY11-12 there was a balance of \$65,685 transferred to Contingencies. This amount includes \$60,360 for HSOC services, \$3750 for Safe Parking at Prado Day Center, and the rest of the balance was from interest collected throughout the year.

The Planning and Building Department proposes to transfer \$28,894 from the Contingencies account to the Grants & Pass Thru Grants account, \$24,977 to be use by Community Action Partnership of San Luis Obispo (CAPSLO) for the enumeration report, \$167 to Burdine Printing for Homeless Services pamphlet approved by HSOC Committee and \$3,750 for Safe Parking at Prado Day Center.

OTHER AGENCY INVOLVEMENT/IMPACT

Community Action Partnership of San Luis Obispo was approved by The HSOC committee to use \$25,144 to provide services in support of the homeless enumeration in FY12-13.

FINANCIAL CONSIDERATIONS

These funds were previously budgeted for use in support of the HSOC through payments to its Executive Director, who has resigned. Therefore this request will not result in any impact to the County General Fund.

RESULTS

The intended result of this request is to facilitate use of these funds in support of HSOC activities, and therefore, to improve planning of services for the homeless.



San Luis Obispo City-County Library

P.O. Box 8107, San Luis Obispo, CA 93403-8107

995 Palm Street (805) 781-5991
Library Administration (805) 781-5784

TO: Board of Supervisors

FROM: Brian A. Reynolds – Library Director *BAR*

DATE: March 5, 2013

RE: Request to approve an appropriation transfer in the amount of \$40,787 from unanticipated revenue to support the San Luis Obispo Literacy Council Program.

Recommendation

It is recommended that your Board accept California State Library funding in the amount of \$40,787 and approve a budget adjustment transferring these funds into the Library's operating budget to support the San Luis Obispo Literacy Council Program. This requires a four-fifths vote.

Discussion

The California State Library has provided \$40,787 in funds to the Library as a flow through grant to the San Luis Obispo Literacy Council to provide adult basic literacy instruction and related services.

Other Agency Involvement

We have coordinated this request with the San Luis Obispo Literacy Council.

Financial Considerations

The California State Library has awarded \$40,787 to the Library as a flow through grant to the San Luis Obispo Literacy Council. There is no required match on the part of the Library for these funds, and no impact on County General Funds.

Results

To accept \$40,787 in funds that will allow the San Luis Obispo Literacy Council to augment services to the public.



CAL FIRE
San Luis Obispo
County Fire Department

635 N. Santa Rosa • San Luis Obispo, CA 93405
Phone: 805.543.4244 • Fax: 805.543.4248
www.cdfslo.org



Robert Lewin, Fire Chief

TO: Board of Supervisors

FROM: Robert Lewin, Fire Chief

DATE: January 18, 2013

SUBJECT: Request to amend the fixed asset list for Fund Center 140 - County Fire to add equipment for the countywide emergency radio repeater network.

Recommendation

Amend the fixed asset list for FC 140 - County Fire to add equipment for the countywide emergency radio repeater network.

Discussion

The department currently has \$100,000 budgeted in its services and supplies budget for the expansion of the county-wide fire emergency radio repeater network. Half of this amount is funded with a federal grant from the Department of Homeland Security and the other half is funded by the County General Fund, as required match to the grant dollars.

This expenditure was approved by the Board on November 1, 2011, Item #A-5, which authorized the County Office of Emergency Service to apply for 2011 Emergency Management Performance Grant. \$100,000 was budgeted in FY 2011-12, but was not expended, and so was carried forward into FY 2012-13, the current fiscal year.

The county-wide fire emergency radio repeater network was added to the County's fixed asset list in FY 2007-08. Since that time \$200,723 has been expended toward, and for capital accounting purposes assigned to, this asset. Approximately two-thirds of this amount was paid for with grant funds.

The requested action will enable the department to expend the budgeted amount of \$100,000 from the correct budget account and allow it to be assigned to the proper capital asset (the repeater network). Without this action the department will not be able to complete the budgeted purchases for this asset.

Other Agency Involvement

The requested budget adjustment has been coordinated with the Auditor-Controller's Office.

Financial Considerations

The requested action will move \$100,000 of budget expense from the department's services and supplies budget to the capital outlay budget so that the expenditure may be capitalized and assigned to the proper asset. The requested budget adjustment will not increase budgeted expense appropriations and will have no impact on the department's budgeted level of General Fund support.

Results

The requested action will enable the department to expend the budgeted amount from the correct budget account and allow it to be assigned to the proper capital asset, the county-wide fire emergency radio repeater network. Without this action the department will not be able to complete the budgeted purchases for this asset.

County of San Luis Obispo

COUNTY GOVERNMENT CENTER, RM. D430 • SAN LUIS OBISPO, CALIFORNIA 93408 • (805) 781-5011



Dan Buckshi
COUNTY ADMINISTRATOR

TO: Board of Supervisors

FROM: Ron Alsop, Emergency Services Manager, Office of Emergency Services

DATE: March 5, 2013

RE: Request to approve a budget adjustment in the amount of \$240,000 related to nuclear power plant emergency planning

RECOMMENDATION

It is recommended that the Board approve a budget adjustment in the amount of \$240,000 from the Office of Emergency Services' (OES) nuclear power plant preparedness (NPP) trust fund to OES's operating budget to reimburse other agencies for nuclear power plant emergency planning and readiness.

DISCUSSION

As the general emergency management Operational Area Coordinator, OES is tasked with administering federal and state pass through funds for certain non-county local governments, such as cities and special districts, including school districts.

OES was budgeted \$335,000 in the adopted 2013 budget for pass through funds to various local jurisdictions that participate in Diablo Canyon emergency planning and readiness. During the first quarter, \$302,117 in NPP funds were paid out to other agencies for claims by those jurisdictions for FY 2011-2012 costs. This could restrict us from reimbursing other pass through funding requests for the remainder of the year.

As a result, OES is requesting a budget adjustment of \$240,000 to the Grants and Pass-Thru Grants expenditure account and an offsetting amount in State Aid-Nuclear Planning revenue. This will have no impact on General Fund.

OTHER AGENCY SUPPORT

This request has been coordinated with the County Administrative Office and the Auditor-Controller's Office.

FINANCIAL CONSIDERATIONS

This budget adjustment will have no impact on the General Fund. These funds will pass through County OES to various other local jurisdictions that participate in nuclear power plant emergency planning in cooperation with the County.

RESULTS

Approving this budget adjustment request will help ensure continued funding to various local jurisdictions for nuclear power plant emergency planning and preparedness.



AIRPORT SERVICES

Janette D. Pell, Director

Richard Howell, A. A. E., General Manager

TO: Vince Morici, Administrative Office
FROM: Janette Pell, Director General Services Agency
DATE: February 26, 2013
SUBJECT: Transfer of budget from the Parking Lot Upgrade project to the Terminal Upgrade project - Electronic BAR #1213072

RECOMMENDATION

Authorize a budget adjustment, in the amount of \$18,000, transferring Tax Reduction Reserve revenue, as the financing source, and corresponding capital outlay from the Parking Lot Upgrade project to the Terminal Upgrade project. This requires a fourth-fifths vote.

DISCUSSION

An upgrade to the baggage belt in the amount of \$18,000 is necessary to provide better and more reliable customer service for the passengers at the San Luis Obispo County Airport. Both the Parking Lot Upgrade and Terminal Upgrade projects utilized a from loan Tax Reduction Reserves to complete the projects. The Parking Lot Improvement project will be under budget by \$170,000. The Airport recommends the Board authorize the budget adjustment to move \$18,000 in revenue and the corresponding capital outlay from the Parking Lot Upgrade project to the Terminal Upgrade project. This will allow the Airport to complete the upgrade to the baggage belt in the Terminal.

OTHER AGENCY INVOLVEMENT

This request has been coordinated with the County Administrative Office and the Auditor Controller's Office.

FINANCIAL CONSIDERATIONS

The budget adjustment is necessary in order to complete an upgrade to the baggage belt in the Terminal Upgrade (WBS 330015). The Parking Lot Upgrade project (WBS 330014) is \$170,000 under budget.

RESULTS

Approving this budget adjustment will allow the Airport to complete a necessary baggage belt upgrade to improve customer service for the public.





County of San Luis Obispo

GENERAL SERVICES AGENCY

Janette D. Pell, Director

TO: **Board of Supervisors**

FROM: **Janette Pell, General Services Director**

DATE: **February 26, 2013**

SUBJECT: **FC 200 & 230 – Capital Project Program, 2nd Quarter Report FY 2012-13
Approve a Budget Adjustment in the amount of \$333,000 in FC 230, to
correspond with the FC 200 transfer in as part of the FY 2012-13 budget
process to fund the replacement of the sewer line from manhole #3 to
Animal Shelter at the County Operational Area.**

RECOMMENDATION

General Services Agency recommends that your Board approve a budget adjustment in the amount of \$333,000 from FC 230- Capital Projects Designated Fund Balance to FC 230 Operating Transfers Out to correspond with an Operating Transfer In to FC 200- Maintenance Projects to fund the replacement of a sewer line to the Animal Shelter in the County Operational (four-fifths vote required).

DISCUSSION

As part of the FY 2012-13 budget process, a project at the County Operational Center to replace the sewer Line from manhole #3 to Animal Shelter was approved in the FC 200 Maintenance Projects Fund. The project will be managed by Public Works. The funding for this project comes from savings associated with the completion of a prior approved project that increased the capacity of a portion of the waterline serving the County Operational Area. The waterline project was budgeted in Fund Center 230 Capital Projects. During the FY 2012-13 budget process, a transfer into FC 200 Maintenance Budget was required. A corresponding transfer out of the FC 230 Capital Project Budget was also needed. The transfer into FC 200 was created, however the transfer out of FC 200 was not included in the budget, and was not discovered until after the budget was adopted. The requested approval provides the formal authorization needed to transfer the project savings from the Fund Center 230 to Fund Center 200 allowing the sewer line replacement project to proceed.

FINANCIAL CONSIDERATIONS

The \$333,000 will provide the necessary transfer out of FC 230 to correspond to the transfer in to FC 200. There is no impact to the General Fund associated with this action.

OTHER AGENCY INVOLVEMENT

This request has been coordinated with the Administrative Office, as well as the Auditor Controller's Office.

RESULTS

This appropriation transfer will provide available budget to fund the Replace Sewer Line project. Further, this project supports well governed community, one of the Board of Supervisor's visions for the county.

Reference E-Bar No. 1213042